OFFICE OF THE DIRECTOR OF PUBLIC INSTRUCTION IN MYSORE, BANGALORE.

Notification No. 59, dated 14th February 1928.

I. 1. Applications in the accompanying form are invited from approved book-sellers and others for the Agencies for the retail sale of Departmental Publications and of such other school books as are stocked for sale at the Central Book Depot. The rules and conditions governing the working of these Agencies are printed below together with a list of Agencies and Branch Depots as they stood in December 1927. Applications should be forwarded to the Curator, Government Central Book Depot, Bangalore not later than the 31st March 1928 through the District Educational Officer of the District in which the Agency is to be established.

2. Existing Agents should intimate before the 31st March 1928 direct to the Curator, their intention to continue the Agency for at least another year. They must renew their agreements as the new Agents do on fresh bonds to be executed on or before the 15th April and unless this is done, their indents received after that date will not be complied with.

3. Intending applicants will note that the postal concessions granted to the Agents hitherto will be revoked from next year and the privilege of corresponding "On Service Unpaid" is limited to the correspondence between the Government Central Book Depot and the Agents pertaining to the monthly cash accounts which the latter have to send to the former under the terms of the agency.

FORM OF APPLICATION.

To

The Curator,
Government Central Book Depot,
Fort, Bangalore City.

Through

The District Educational Officer,
.....District,

.....

Sir,

I tender herewith an application for the Agency for the retail sale of Departmental publications and books. I have read the rules of the Agency and shall abide by them.

Signature.

N.B.—(To be submitted to the District Educational Officer on or before the 31st March 1928).

1.	Name of applicant (Individual, Firm, Society or Company).	
2.	Town and Street in which the Depot will be established.	
3.	Hours of Business	
4.	Other line or lines of business undertaken by the applicant or his occupation.	
5.	Name of partners, Manager, Directors or Secretary.	
6.	Name and designation of the person authorised to act on behalf of or in the absence of the applicant.	
7.	Applicant's and Agent's specimen signature. (Three copies should be given on a separate sheet of paper).	

8. Public or Semi-Public Office, if any, which the applicant or any of the partners may be holding.	
9. Is the applicant willing to offer cash security (*vide* 2 under III.	
10. If approved by Government or recognised by the Director of Public Instruction as a book-seller, the No. and date of Government Order or of Director of Public Instruction's letter intimating the approval.	
11. Description of certificate or certificates from the local authorities as to the *bona fides* of the Agents to be enclosed.	
12. The District Educational Officer's opinion with dates of receipt and despatch.	
13. Curator's opinion with dates and references of receipt and despatch.	
14. Orders of the Director of Public Instruction.	

II. (1) Agreement form to be executed in duplicate each on a ten annas general stamp paper.

N.B.—(The name of the applicant, that of the signatory to the Agreement Bond and that of the Depositor or endorsee must all be one and the same).

An agreement in duplicate made this day of one thousand nine-hundered and twenty-eight between the Director of Public Instruction in Mysore or the Deputy Director of Public Instruction, Mysore, Bangalore, on behalf of the Government of Mysore (herein after called the Principal) of the one part, and.....(herein after called the Agent) of the other part.

Whereby it is agreed as follows:—

1. The Agent is hereby appointed the retail seller at..... for the term of one year, from the date hereof (but determinable as hereinafter mentioned) of such Departmental Text-Books and other Educational publications as may be published or issued for sale by the Principal from time to time.

2. The Principal will supply the Agent, on the indent of the Agent, the said books and publications and deliver the same free of expense at.....in such quantities not exceeding at one time Rs..... in value, with the necessary directions and in every way ready for sale.

3. The Principal will, from time to time, furnish the Agent, in writing, with particulars of the price at which the books and publications entrusted to him may be sold by him and the Agent shall not sell at prices other than those fixed by the Principal.

4. The Agent shall supply to Government Schools such non-departmental texts and other publications as may, from time to time, be required in writing by the Principal at the prevailing market rates (previously approved of by the Principal) and submit to the Principal for adjustment duly endorsed bills for the supplies so made.

5. The Agent shall place on the premises where he carries on the Agency business hereby constituted, not only a sign-board but also a price list notifying to the public as conspicuously as possible, the prices of the books and publications he is hereby authorised to sell, and the Agent shall make proper and sufficient arrangements for the sale of the said books and publications at all reasonable and convenient hours of business.

6. On and after the date of these presents, the retail sales in the Government Central Book Depot of all the Educational Departmental Publications excepting the Urdu ones will cease but booksellers other than the agents appointed hereby or under similar agreements may obtain wholesale supplies of Departmental books and publications on such terms as may be agreed upon from time to time, between them and the Principal.

7. The Agent will be given credit to the maximum extent of rupees..... and he shall furnish a security to the extent of the credit allowed him. The particulars of the security furnished are as noted here below :—

(1) Deposit in the Government Savings Bank Vide Pass Book No.....dated.....

issued by the..... .....Treasury at..... .....

(2) Bond noted below :—

No.....Description.....Rate of interest.....Face value.

8. The Agent will be supplied with books and publications to the extent of the credit above specified and until sold and accounted for, they shall remain in the hands of the Agent as the property of the Principal. The Agent may, however, return to the Government Central Book Depot, Bangalore, such books and publications as remain unsold, at any time before the expiry of three months from the date of issue provided thry are, at the time of the return, in good saleable condition. In the event of such returns being accepted, credit shall be given for the prices thereof. In case they are not returned within the prescribed three months' time or permission obtained from the Curator to retain them for a further period of three months, they will be considered to have been sold to the Agent, and no refund will be given on them. The books so returned should not bear the stamp of the Agent nor of the Firm. The Agent shall open the Agency within three weeks from the date of the communication of his appointment as Agent; otherwise the Agency sanctioned in his favour will be cancelled.

9. The Agent shall not give credit to any person except at his own personal risk.

10. The Agent will be allowed a commission of 15 per cent upon the price of all the Educational Departmental Publications sold by him on behalf of the Principal, provided, however, that in the case of Balabodhe—Parts I and II and Kannada Readers Nos. I and II printed and published for the Education Department by the Bangalore Printing and Publishing Company, Mysore Road, Bangalore, the rate of commission shall be 9 3/8 per cent only.

11. Books indented for by the Agent shall always be sent by Registered Post, and the Principal will not be liable to bear the whole or any part of such registration and postal charges or of the office expenses of the Agent, which term shall include the rent of premises, wages of clerks and servants, cost of stationery and other expenses that may be incurred in procuring of purchases.

12. The Agent shall pay at or before the end of each month all moneys received by him in the course of the Agency business into the .....Treasury, to the Credit of the Principal after deducting the commission payable to him as hereinbefore mentioned. The Treasury Receipts for such payments shall be forwarded before the 5th of the month following, to the Curator of the Government Central Book Depot, Bangalore, with a statement of cash and sale accounts of the previous month as per form to be obtained from the Depot.

13. The Agent will keep a true account of all such books, and publications as the Principal shall, from time to time, deliver or consign to him, or that may come into his hands, and of all sales and all moneys which shall have been received by him or come to his hands for and on account of the same, and he shall every month transmit a copy of such account to the Curator, Government Central Book Depot, Bangalore. All the books, accounts and other writings relating to the matters aforesaid, shall at all reasonable times be open to the Inspection of the Principal or any person or persons appointed by him in this behalf.

14. This agency shall, *ipso facto*, determine (save as far as concerns the rights and remedies of the Principal) upon the commission by the Agent of any grave irregularity or fraud on the principal in connection herewith, or upon his failing to carry on any stipulation contained in this agreement, and in the case of breach or non-performance or of neglect to observe the same, the Agent, shall forfeit to the Principal, the whole of his Security Deposit, or such portion thereof as may be deemed necessary in his discretion owing to the inconvenience caused to the Public.

15. Either of the parties hereto may give to the other, three calendar months' notice in writing of his intention to determine this agreement and on the expiration of such period this agreement shall be wholly determined. In case the Principal is satisfied that the closure of the Agency on the Agent's application in the middle of the year or in his inactivity preceding his desire to terminate it is likely to cause serious inconvenience to the purchasing public, he may levy from the Agent a fine not exceeding Rs. 50.

In witness whereof the parties hereto have hereunto affixed their signatures the day and year first abovewritten.

In the presence of witnesses.

1. .....

2. ..... Signature of the Principal.

..... Signature of the Agent.

N.B.—(The Agents for the sale of Departmental Publications may sign their bonds before a Magistrate or the District Educational Officer or an Assistant Inspector in the District and a respectable witness of the place and send the same to the Curator, Government Central Book Depot, Bangalore, by registered post).

(2) *Form of letter to be addressed to the Treasury Officer with whom the Security amount is to be deposited, if a cash deposit is made.*

To

The Officer in charge of the District or Taluk
or the State Huzur Treasury,
at.....

SIR,

I have the honor to apprise you that I have authorised the Director of Public Instruction in Mysore to treat the sum of Rs.....deposited by me in the Savings Bank at your Treasury as per Pass Book No.....dated.....as security to Government on behalf of myself for selling the Educational Departmental Text Books. I agree that the same will not be payable to me until I shall produce to you the express written sanction of the Director of Public Instruction for the release of the Security. I have also agreed not to object to the payment by you of the whole or part of this Deposit to such Director of Public Instruction upon his claiming it, and not to make any claim for interest from the date on which interest has ceased to acrue owing to the payment of the principal to such Director of Public Instruction or from the date on which such Director of Public Instruction shall have revoked the authority to your Treasury to pay me the interest.

I have the honor to be,
Sir,
Your most obedient servant.

Place.....
Date.....

Signature of the Depositor and his designation.

III. *Other Information of use to Agents* :—

1. The name and occupation of the persons to whom the books are sold will have to be entered fully and correctly in the day book of sales.

2. The credit limits for Agents will ordinarily be as follows :—

		Rs.
(i)	For Agents at District Headquarters	500
(ii)	Do Taluk do	250
(iii)	Do Hobli and other Village Headquarters ...	100
(iv)	Agents at places other than Taluk or District Headquarters may apply to the Director of Public Instruction for the increase of the credit limit to Rs. 250, if they so desire.	

3. The accounts are to be closed at the end of every month and copies submitted to the Curator by the 5th of the next month. Failure to submit the accounts in time may cause the next indent to be withheld and if the account is not sent within the end of the next month, steps may be taken to determine the Agency.

4. At least three clear working days must be provided from the date of the receipt of the indent at the Central Depot to the date of its despatch therefrom. No more than two indents may be sent in a week and indents received on and after the 25th of the month will be attended to on the 6th of the next month on account of the test checking of stock during the interval.

5. The privilege of corresponding on "Service Unpaid" is restricted to the correspondence between the Agents and the Curator, Government Central Book Depot, Bangalore, pertaining to the monthly accounts which the former have to furnish to the latter under the terms of the Agency.

6. Quarterly or half-yearly lists of the Departmental Publications and other books stocked for sale at the Government Central Book Depot, Bangalore, will be published and supplied free of cost to the Agents for the sale of Departmental Publications. New arrivals at the Government Central Book Depot, Bangalore will be published from time to time in the *Mysore Gazette*. Indents for Educational books other than those in the list and those published in the Gazette will be ignored.

7. If an Agent wishes to have his Agency terminated within the year, he may obtain permission to do so from the Director of Public Instruction in Mysore, Bangalore, through the Curator, Government Central Book Depot, Bangalore three months before-hand. On receipt of a favourable reply, the Agent may return all the books in stock with him without contravening any clause of the Agreement, together with a Treasury Receipt for the value of books he may have sold since his last account was made up. Such of the books as are in a saleable condition and sent to him from the Government Central Book Depot within the last three months or those that have been permitted by the Curator in writing to be retained for a further period will be accepted and credit given.

8. Agencies will be inspected at least once a year by the officers noted below in the course of their inspection tour. Facilities must be afforded by the Agents for inspection at all times as per Agreement.—

(i) Agencies with a stock limit of Rs. 250 and above by the District Educational Officers or by the Assistant Inspectors at the former request.

(ii) Agencies with a stock limit of Rs. 100 by the Assistant Inspectors of Education of the Range.

9. While remitting the sale proceeds to the Treasury by means of the prescribed printed challans, the following Head of Credit should be invariably noted and the name of the Treasury mentioned :—

"XXVI Education, 13 Miscellaneous, 11 Book Depot, 3 Books and Maps."

10. The calculation of commission taken at various rates should be worked out in all detail and shown in the statement of account or on a separate sheet of paper or on forms to be obtained from the Curator, Government Central Book Depot, Bangalore.

11. *List of Agencies and Branch Book Depots as in December* 1927.—

No.	Taluk	Place	Agency or Branch Book Depot
		Bangalore District.	
1	Anekal ...	Anekal ...	Branch Book Depot
2	Anekal ...	Sarjapur ...	Do
3	Bangalore ...	Bangalore (Chikpet) ...	Mr. T. N. Sreenivasachetty, Agent
4	Do ...	Do (Fort) ...	Messrs. Bhima Sons, Agents
5	Do ...	Do (Sultanpet) ...	Branch Book Depot
6	Do ...	Yelahanka ...	Do
7	Channapatna ...	Chennapatna ...	Mr. C V Shastry, Agent
8	Do ...	Bidadi ...	,, G Revanna, Agent
9	Do ...	Closepet ...	Branch Book Depot
10	Devanahalli ...	Devanahalli ...	Mr. C Narayana Rao, Agent
11	Do ...	Vadigenahalli ...	,, N Ganghadharabhatta, Agent
12	Dodballapur ...	Dodballapur ...	,, D Kongadiappa, Agent
13	Do ...	Tubagere ...	Branch Book Depot
14	Hoskoté ...	Hoskote ...	Mr. J V Puttarudrappa, Agent
15	Magadi ...	Magadi ...	Branch Book Depot
16	Do ...	Kudur ...	Mr. K Srikantaiya, Agent
17	Kankanhalli ...	Kankanhalli ...	Branch Book Depot
18	Nelavangala ...	Nelavangala ...	Mr. D Siddakrishna Setty, Agent
19	Do ...	Tyamagondlu ...	Branch Book Depot
20	Bangalore ...	Bangalore ...	Mr. C Hayavadana Rao, Agent
21	Hoskote ...	Sulibele ...	Branch Book Depot

No.	Taluk	Place	Agency or Branch Book Depot
		Kolar District.	
1	Bagepalli ...	Bagepalli ...	Mr. B Krishna Rao, Agent
2	Bowringpet ...	Bowringpet ...	„ M Subba Sastry, Agent
3	Do ...	Robertsonpet ..	Branch Book Depot
4	Chintamani ...	Chintamani ..	Mr. V Krishna Sastry, Agent
5	Chikballapur ...	Chikballapur ...	„ S V Krishnamurthy Rao, Agent
6	Gudibanda ...	Gudibanda ...	Branch Book Depot
7	Goribidnur ..	Goribidnur ...	Mr. K E Sriramaiya, Agent
8	Kolar ...	Kolar ..	„ M Srinivasa Rao, Agent
9	Do ...	Kyalānur ...	„ L Ramachandrappa, Agent
10	Malur ...	Malur ...	Branch Book Depot
11	Do ...	Masthi ..	Do
12	Mulbagal ...	Mulbagal ...	Mr. M S Krishnamurti, Agent
13	Sidlaghatta ...	Sidlaghatta ...	Branch Book Depot
14	Srinivaspur ...	Srinivaspuf ...	Do
		Tumkur District.	
1	Chiknaikanhalli ...	Chiknaikanhalli ...	Branch Book Depot
2	Do ...	Huliyar ...	Mr. Naranappa, Agent
3	Gubbi ...	Gubbi ...	„ G Adevappa, Agent
4	Do ...	Nittur ...	Branch Book Depot
5	Kunigal ...	Kunigal ..	Messrs. K Venkatachala Setty & Bros., Agents.
6	Do ...	Amrutur ...	Branch Book Depot
7	Maddagiri ..	Koratagere ...	Do
8	Do ...	Kodagenahalli ...	Mr. K Krishnamurthy, Agent
9	Do ...	Maddagiri ..	„ E V Subbaraya Setty, Agent
10	Pavagada ..	Pavagada ...	Branch Book Depot
11	Do ...	Hoskote ..	Mr. G Chidambara Setty, Agent
12	Sira ...	Sira ..	„ A Dasappa, Agent
13	Tumkur ...	Tumkur ...	Messrs. V Ramaswamy Bros., Agents
14	Do ...	Honnudike ...	Mr. H C Guruveeraradbhya, Agent
15	Turuvekere ...	Turuvekere ..	Branch Book Depot
16	Tiptur ...	Tiptur ...	Messrs. Gunduppa & Sons, Agents
17	Maddagiri ...	Tovinakere ...	Mr. Muddveerappa & Bros., Agents.
		Mysore District.	
1	Chamrajnagar ...	Chamrajnagar ..	Mr. C Venkataramana Sastry, Agent
2	Seringapatam ...	French-Rocks ...	„ K Venkata Rao, Agent
3	Do ...	Melkote ...	Branch Book Depot
4	Do ...	Seringapatam ...	Do
5	Gundlupet ..	Gundlupet ...	Mr. S Ranganna, Agent
6	Hunsur ...	Hunsur ...	Branch Book Depot
7	Do ...	Periyapatna ...	Do
8	Heggaddevankote	Saragur ...	Do
9	Krishnarajpete ...	Krishnarajpete ...	Do
10	Do ...	Akki Hebbal ...	Do
11	Seringapatam ...	Krishnarajasagara Works (South Bank).	Do
12	Mysore ...	Mysore ..	Mr. S Narasimha Iyengar, Agent
13	Do ...	Do ...	Messrs. H Venkataramaiya & Sons, Agents.
14	Do ...	Do ...	Messrs. M. G. S. & Sons, Agents
15	Malvalli ...	Malvalli ..	Mr. M Krishnamurty, Agent
16	Do ...	Halagur ...	„ T Gunda Jois, Agent
17	Mandya ...	Mandya ...	„ K N S Setty, Agent
18	Do ...	Maddur ...	„ M S Venkataramaiya, Agent
19	Nanjangud ...	Nanjangud ...	Branch Book Depot
20	Nagamangala ...	Nagamangala ..	Do
21	Yedatore ...	Yedatore ...	Mr. Y Venkatachala Setty, Agent
22	Do ...	Mirle ..	„ D K Chenna Setty, Agent
23	Chamrajnagar ...	Kuderu ...	Messrs. Muddubasappa & Bros, Agents
24	Yelandur ...	Yelandur ...	Branch Book Depot
25	T.-Narsipur ...	T.-Narsipur ...	Do

No.	Taluk	Place	Agency or Branch Book Depot
		Hassan District.	
1	Arsikere ...	Arsikere ...	Mr. J T Srikantaiya, Agent
2	Do ...	Javagal ...	Branch Book Depot
3	Do ...	Banavar ..	Mr. P V Ramaiya Setty, Agent
4	Arkalgud ...	Arkalgud ...	,, Nagannachetty, Agent
5	Do ...	Konanur ...	,, P Byra Setty, Agent
6	Do ...	Basavapatna ..	,, Goravaiya Setty, Agent
7	Belur ...	Belur ...	Branch Book Depot
8	Do ...	Halebid ..	Mr. H P Ramaiya, Agent
9	Channarayapatna	Channarayapatna ...	Branch Book Depot
10	Hassan ...	Hassan ..	Mr. H Mahomod Jamal, Agent
11	Do ...	Do ...	,, H Sivaramaiya, Agent
12	Do ...	Gorur ...	,, G S Ramaswamy Iyengar, Agent
13	Hole-Narsipur	Hole-Narsipur ..	,, N Janardana Setty, Agent
		Kadur District.	
1	Chikmagalur ...	Chikmagalur ...	Mr. H K L Narasimha Iyengar, Agent
2	Kadur ...	Kadur ...	,, K L Viswanathan, Agent
3	Do ...	Sakrepatna	Branch Book Depot
4	Do ...	Birur ...	Mr. H B Nagappa Setty, Agent
5	Koppa ...	Koppa ...	Branch Book Depot
6	Mudgere ...	Modigere ...	Do
7	Narasimharajapura	Narasimharajapura ...	Mr. H Chandrasekhara Setty, Agent
8	Sringeri ...	Sringeri ...	,, A Krishna Bhatta, Agent
9	Tarikere ...	Tarikere ...	,, K Shamaiya Setty, Agent
10	Do ...	Shivani ..	,, Chennaveerappa, Agent
		Shimoga District.	
1	Channagiri ...	Channagiri ...	Messrs. H S Thimmappa, & Sons, Agents.
2	Do ...	Santebennur ...	Branch Book Depot
3	Do ...	Nallur ...	Mr. H Sriranga Setty, Agent
4	Honnali ...	Honnali ...	Branch Book Depot
5	Do ...	Nyamati ...	Mr. N D Shakarappa, Agent
6	Kallurkatte ..	Kallurkatte ..	Messrs. Lingojappa & Sons, Agents
7	Shimoga ...	Shimoga ...	Mr. D L Seshappa Setty, Agent
8	Do ..	Hole-Honnur ...	Branch Book Dept
9	Skikarpur ...	Shikarpur ...	Messrs. Rudra Sastry & Bros, Agents
10	Do ...	Shiralkoppa ...	Mr. B Seshappa Naik, Agent
11	Sorab ...	Sorab ...	Messrs. P R Kale Bros, Agents
12	Sorab ..	Anavatti ...	Branch Book Depot
13	Tirthahalli	Tirthahalli ..	Mr. Y. Krishna Rao, Agent
14	Do ...	Hunchedakatte ...	,, H. Venkoba Rao, Agent
15	Sagar ...	Sagar ...	,, K. S. Rama Rao, Agent
16	Kumsi ...	Harnahalli ...	Branch Book Depot
		Chitaldrug District.	
1	Chitaldrug ...	Chitaldrug ...	Messrs. B. Garudachar & Sons, Agents.
2	Do ...	Do ...	Mr. S. L. Appaiya Setty, Agent
3	Do ...	Do ...	,, A. Mallaiya, Agent
4	Do ...	Challakere ...	Messrs. K. H. Krishna Rao Bros, Agent.
5	Davanagere ..	Davangere ...	,, H. Bogaiya Setty Bros., Agent
6	Do ...	Do ...	Mr. M. Veerappa, Agent
7	Do ...	Malabennur ...	,, Nadig Nagesh Rao, Agent
8	Do ..	Mayakonda ...	,, N. Hiralappa, Agent
9	Do ...	Lokikere ...	,, L. Srinivasa Rao, Agent
10	Do ...	Harihar ...	Branch Book Depot
11	Holalkere ..	Holalkere ...	Messrs. A. Subbarayappa & Sons., Agents.
12	Hosadurga ...	Hosadurga ...	Mr. H. Srinivasa Rao, Agent
13	Hiriyu ...	Hiriyur ...	,, H. Siddarama Setty, Agent
14	Jagalur ...	Jagalur ...	Branch Book Depot
15	Do ..	Bilichodu ...	Do
16	Do ...	Kalledevarapura .	Mr. K. S. Kallappa, Agent
17	Molakamuru ...	Molakalmuru ...	Branch Book Depot

K. MATHAN,
Director of Public Instruction.